

# **WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE**

201 E Washington Ave., GEF 1, Room D203  
Madison, WI

March 21, 2003  
10:00 AM - 2:00 PM

The W-2 Contract and Implementation Committee is the single point of contact for feedback to the Department of Workforce Development (DWD) on policy implementation related to W-2 agencies, and includes representation from the Wisconsin County Human Service Association (WCHSA), Urban Caucus counties, W-2 private agencies in Milwaukee County and the balance of state, and Tribal W-2 agencies.

## **COMMITTEE:                      Members (Present = X)**

## **Alternates (Present = X)**

X Nancy Buckwalter, Co-Chair	DWD/DWS	X Rodger Williams	OIC – Region 3
X Teresa Pierce Co-Chair	Workforce Connections		
X Phyllis Bermingham	Marathon Co.		
Doris Green	OIC-GM		
X Liz Green	Dane Co.		
X Connie Hendries	Manitowoc Co.		
X Deb Hughes	Southwest Consortium		
X Ed Kamin	Kenosha Co.		
X Shirley Kitchen	Dodge County		
X Tina Koehn	UMOS		
X Kathi Madsen	Douglas Co.		
Barb Metoxen	Oneida Nation		
X Tom Prete	Forward Service Corp.		
X Marilyn Putz	Kaiser Group		
X John Rathman	Outagamie Co.		
X Terri Rapp	Wood Co.		
X Keith Garland	YW Works		
X Shirley Ross	LaCrosse Co.		
X Jerry Stepaniak	MAXIMUS		
X Cindy Sutton	Rock Co.		
X Michael VanDyke	Door Co.		

## **DWD STAFF ATTENDEES:**

Nancy Beale, DWS/BWI  
Rita Black-Radloff, DWS/BWP  
Chuck Brassington, DWS/BWI  
Connie Colussy, DWS/BWP  
Gary Denis, DWS/BWP  
Marlene Duffield, DWS/BWP  
Sue Gleason, DWS/AO  
Heidi Hammes, DWS/BWP  
Francine Horton, DWS/BPI  
Jill Jokela, ASD/BITS  
Jane Kahl, DWS/BWP  
Joan Larson, DWS/BDS

Christina Martin, DWS/BPS  
Pat McDonnell, DWS/AO  
Jude Morse, DWS/BPS  
Karen Messinger, DWS/BPS  
Jackie Piraino, DWS/BDS  
Mary Rowin, DWS/AO  
Bettie Rodgers, DWS/AO  
Paul Saeman, DWS/BWI  
Madelyn Scheer, DWS/BWI  
Edie Sprehn, DWS/BPS  
Mary Tremain, DWS/BDS

## **GUESTS:**

Jane Batha, Concera Corp.  
Janet Blair, YW Works  
Linda Brandenburg, YW Works  
William Clay, OIC-GM  
Mary Coleman, OIC-GM  
Marsha Christianson, FSC  
Erin Fath, State Budget Office  
Susan Fergus, Racine Co.  
Carri Jakel, Legislative Fiscal Bureau

Julie Kerksick, New Hope Project  
Beth Lyden, WCI  
Kathleen Mulligan, IWF  
Neil Naftzger, YW Works  
Jim Nitz, Kaiser Group  
Carmen Rivera, OIC-GM  
Karyn Rotker, ACLU  
Shawn Smith, Hudson Institute  
Rebecca Swartz, FSC  
John Wilberding, MAXIMUS

**RECORDER:**                      Amy Bradley, DWS/BPS

**Introductions**

W-2 C&I Committee members, alternates, DWD staff and guests introduced themselves.

**Introduction of Bettie Rodgers, DWS Division Administrator**

Bettie A. Rodgers, the new Division of Workforce Solutions (DWS) Division Administrator introduced herself. Ms. Rodgers stated that she is from the Milwaukee and has been practicing law for thirteen years. She received her Master's degree in 1975 from UW-Milwaukee, and has held several different positions in her career. They include: an intake attorney for children's court (children in need of protection and services); a forensic social worker for the State of California; Vice President and Director of Medical Social Services in Milwaukee; a licensed clinical social worker; and her own law practice providing legal representation for children, needy families, non-profit and for-profit agencies. Ms. Rodgers indicated that she has a commitment to people, and a desire to see that services mandated by the State are actually delivered to the people in need. Relative to the direction of W-2, she would like W-2 agencies to be more participant friendly, as well as have better trained Financial Employment Planners (FEPs). In addition, with regard to the recently released DWS study of race and sanctions, she stated that she has no tolerance for inappropriate sanctioning. C&I members welcomed Ms. Rodgers to her new position.

**Minutes Approval**

Changes to the February Minutes were discussed. The following changes were suggested:

- Attendance: Bob Anderson is from Legal Action; Chris Williams should be listed as DWD employee, not a guest; and Joan Simpson should be changed to Joanne Simpson from the Dept. of Health and Family Services (DHFS).
- Client Assistance and Assistance for Reemployment and Economic Support System (CARES) Subcommittee report: The minutes should reflect that one C&I member expressed concern about the WorkSET project's timeline: is now the appropriate time to do the project, and should the timeline continue as currently planned?

Michael Van Dyke made a motion to approve as amended, seconded by Deb Hughes, approved unanimously.

**Contract Issues Subcommittee – Ed Kamin**

A final document regarding contract language changes and recommendations will be drafted shortly. Ed expects to have it available for next month's C&I meeting.

**Program and Policy Development Subcommittee – Deb Hughes**

Deb Hughes reported that the subcommittee is currently working on three issues: integrating two papers concerning the proposed service delivery initiative; studying the transitional jobs initiative; and researching a program for providing services to CMC moms (caretakers of newborns) re: recommended reinstitution of eligibility determination during 3<sup>rd</sup> trimester for cash benefits.

**Performance Standards Subcommittee - Tom Prete**

Tom Prete reported that the Subcommittee has not had a formal meeting this month. They are waiting for the Right of First Selection announcements next week. Some of the Subcommittee members are on the state's workgroup re: the Performance Standards 2004-05. Data reflecting true performance is needed. Subcommittee members are providing recommendations to DWD.

**W-2, Income Maintenance (IM), Food Stamp Employment and Training, and Child Care Coordination Subcommittee – John Rathman**

John Rathman indicated that a written request is being drafted and will be sent to both DWD and DHFS. They are requesting that both Departments exclusively use the recognized way of communicating to agencies (i.e. Admin Memos) when there are policy changes.

John briefly discussed childcare administration. There is a three-year grant for creating a database for providers. September 30 is the target date. John also discussed the issue of childcare fraud investigators possibly getting a 15% incentive for certain collections that they recover on behalf of the state. This incentive doesn't currently exist in childcare and W-2, but it is in IM.

Income Maintenance Advisory Committee (IMAC) members attended a meeting last week to discuss the Random Moment Sample (RMS) study. Preliminary first month data is now available. John encouraged counties to look at the data for errors or concerns. The data shows details of what was recorded and compares what an agency would be paid under the Community Aids Reporting System and under the new system. State employees and IMAC members will participate in a federal conference call next week concerning RMS.

There was discussion concerning the 38% decrease in IM allocations in 2004 and 2005 due to the proposal to centralize IM administration. Due to several factors, John estimated that the agencies would actually see a reduction of 48% to 51%. An adhoc committee has been appointed by WCHSA.

#### **CARES Subcommittee - Liz Green**

The IM Tech committee met in March early and saw a demonstration of the Milwaukee County reporting system. The purpose of the demonstration was to see if there was technology in that system applicable to Workforce Solutions Employment and Training System (WorkSET) or the front end of CARES.

There was discussion concerning the progress of WorkSET and W-2 agencies' participation on WorkSET committees. Pat McDonnell stated that DWD does want to provide a mix of staff from different stakeholder agencies to participate in this process, and they want a broader range of input once there is something to show agencies. There are a large number of volunteers on the committees so far, however they are willing to accept more volunteers. A WorkSET website has been established on the DWD extranet re: the progress and information being produced by groups (DWS home page, click on initiatives, and WorkSET is one of the options).

Mary Rowin stated that agencies should be aware that the Secretary has been asking questions about the cost of WorkSET and she wants to make sure that they have all questions answered and that they have a full understanding of WorkSET, the implications, cost strategies, etc. C&I members stressed that DWD needs to value the sacrifices that W-2 agencies are making to participate, and the input should be valued.

#### **Caseload Information Subcommittee – Jerry Stepaniak**

Jerry Stepaniak stated that the reports that have been coming from the Subcommittee will no longer be produced by DWD. DWD is interested in making reports that can be used by a wider audience. DWD will bring draft reports to the Subcommittee. C&I members stated that it makes sense that DWD wants to make reports that more people can use, however what agencies need may not be apparent to DWD and vice versa. Bettie Rodgers stated that sometimes a product needs to be developed at state level, then brought to committees for review and comment. The Subcommittee will still have a chance to comment on the reports that are drafted by DWD.

Paul Saeman discussed the process to be used for data requests from DWD. BWI produces a lot of information they distribute every month. These can be found on several websites: Research and statistics website (Temporary Assistance for Needy Families (TANF) related data); Labor Market Information data on DWD's web page; and a wide variety of reports on Enterprise Output Solutions (EOS) and the data warehouse. Budgets do not allow for creating adhoc reports for free any longer. The Bureau of Workforce Information is now charging \$76 per hour for data requests that require more than ½ hour of staff time. Paul distributed a handout re how to request info, who to send it to, what to include in the request, and how it is processed, etc. It was requested that this information be distributed in an Admin Memo to all DWD agencies.

#### **TANF Reauthorization Update – Mary Rowin**

The House of Representatives passed a TANF reauthorization bill that looks very much like the President's. The Senate thinks their version needs to be very bipartisan. They may pick up the tri-partisan version that has been discussed in the past, or they may start over. If they start over, they will need to pass another continuing resolution. Some changes present in the House's bill: work participation requirement increases by 5% per year to 70% by 2008. Wisconsin would meet the 70% currently, however the House's bill also changes some work requirements. Some things we currently count as worker participation, such as job search, would not count. The House version wants 16 hours focused on very specific work skills training, like on-the-job-training, and 24

hours of work. Wisconsin puts job search in the 16 hours "other" category, however it would not be eligible under the House's version. The Senate version may be more flexible.

Mary also discussed the Department of Labor's proposal for WIA reauthorization. The Department of Labor (DOL) has proposed changes in five areas. 1) Governance: the State council would include public partners, but the local boards would be comprised of business representatives only with focus on better outcomes. DOL is responding to conflict of interest comments arising from having public partners on local boards. 2) DOL proposed a single Job Center funding stream that will be cost allocated from partners up-front, then distributed to WDBs for operation of Job Centers. 3) Consolidation of WIA Adult, Dislocated Worker, and Wagner-Peyser funds into a single stream for comprehensive services. 4) Elimination of merit employees: requirement for State or local employees would no longer exist. 5) Streamlined performance standards. DOL's proposal has not been made into a bill yet. There will be hearings in the next month or so.

### **Transitional Jobs Update– Sue Gleason and Ed Kamin**

Sue Gleason is coordinating the transitional jobs taskforce. Ed Kamin and Tina Koehn are on the taskforce. The first meeting was held a couple weeks ago. The Governor attended that meeting and stated that he wants this completed without a lot of changes to current policy. Ed stated that they didn't talk yet about funding, roles of W-2 agencies, or performance expectations. They also need to discuss: Who will create the jobs? How will we ensure that another worker/ job won't be supplanted? Will DWD use a Request for Proposals (RFP) to find employers? How can we ensure that it won't be more attractive than an entry-level job in the private sector? Is the State willing to pay for employers located in other states (large impacts on border counties)? If anyone has any ideas, questions, etc., Ed asked that they be forwarded to him and he will incorporate them into the discussion when appropriate.

Some C&I members stated that W-2 agencies have wonderful working relationships with some employers and should be involved in building relationships with employers, and creating these transitional jobs. Also, the job readiness assessment needs to be incorporated into transitional jobs to ensure that participants aren't placed into a job before they are ready.

Sue Gleason said that future meetings of the task force will be held in GEF1, room D206 on the second Friday of every month (except May). They are open meetings. Other smaller meetings, conference calls, etc. may also be held. A website is in the works to post agendas, handouts and materials, minutes, roster of members, and other information.

### **Update on W-2 Re-Contracting – Joan Larson**

At this time, the schedule is the RFP will be out in the first part of May, proposals due in June, selection and letters of intent to contract in July. The dates are not firm yet. The RFP will be in parts: Capacity Plan (ability, experience to administer the program, etc.); and Program Plan (services). The Capacity Plan is the competitive portion of the RFP. Both parts will need to be submitted at the same time in the RFP process. Agencies that met Right of First Selection (RFS) will submit a Program Plan in August. A question was asked concerning when agencies are required to notify DWD if they don't want a new W-2 contract. Jude Morse responded that statutes require Right of First Selection county agencies to notify their employees six months before the end of the current contract that they will not seek another W-2 contract. Joan responded that the RFP also will include information about the RFS agencies sending a letter of intent to DWD.

### **Update on Sanctions by Race Data – Paul Saeman**

Paul Saeman presented a PowerPoint presentation concerning sanctions by race and distributed information. The sanctions by race research was initiated by a request from the American Civil Liberties Union, which was prompted by a report from the Legislative Audit Bureau in December 2002. That data said that whites were sanctioned less than African Americans and Hispanics. DWD looked at sanction rates by placement type, and by location. The data included all sanctions, so a one-hour sanction looked the same as a 12-month sanction. DWD's findings include differences in sanction rates for persons placed in CSJ and W2T, and differences in sanction rates for whites and non-whites in some agencies. DWD will meet with agencies that appear to be sanctioning at a higher rate to review data and sanctioning practices. Sanction policies will be reviewed and modified or clarified where necessary. W-2 monitoring will be done to ensure that agencies are correctly and

consistently applying sanction policies. The new Barriers Screening Tool will enable agencies to make more appropriate placement decisions, and a follow-up evaluation of the Barriers Screening Tool will be done after a sufficient implementation period to determine the impact.

Subsequent discussion included the following points made by C&I members and guests: finding a disparity does not immediately mean discrimination; there are some discrepancy concerns; a sanction means some failure, of the participant, the program, or elsewhere. The concern is no matter what the root cause is, the goal should be to have a program where participants succeed. Another comment requested clear direction from DWD regarding expectations and definitions, especially the definition of good cause.

#### **W-2 Monitoring Terminology – Edie Sprehn**

This topic was delayed for a future meeting.

#### **Training Operations Memo – Gerry Mayhew**

Gerry reported that all CM trainers were trained last week for the Barriers Screening Tool training. The Milwaukee experience will be used to fine-tune the Barriers Screening Tool training. There are 2-day training sessions scheduled around the state for Domestic Abuse training. FEPs have one year in which to complete the 2-day training. Resource specialists will be required to do one day of the training. Anyone who has taken this course since 1997 will not be required to take it again because the training has not substantially changed since then.

#### **Opportunity for Feedback to DWD re: C&I Committee**

C&I members discussed the purpose of the C&I Committee, how it is structured, and its value. The C&I Committee is in W-2 contract language to be an advisory committee to DWD. C&I members felt that it has always provided an opportunity to have open dialogue with DWD, and it is a valuable opportunity to exchange ideas and thoughts. Some C&I members expressed concerns about if there has been a change in commitment to C&I from DWD in the past few months. Bettie Rodgers stated that the new administration has been working on the Governor's budget and other issues at hand. Concerns and issues from the W-2 agencies and the C&I committee are extremely important to the administration.

Teresa Pierce asked C&I members their opinions on doing a survey. Teresa suggested a survey document that will be sent to anyone who has attended a C&I meeting in the past year, including guests. The survey will provide feedback and suggestions. Jude Morse asked that any ideas for questions or focus areas be sent to her within the next week.

#### **Other Items**

Jane Kahl indicated that DWD is making some changes on the WPCH screen in CARES. One change will affect some performance standards. Information was distributed.

#### **April Meeting**

The next scheduled meeting is on April 18<sup>th</sup> Good Friday. Since most agencies will be closed that day, a suggestion was made to meet on the third Wednesday next month instead, which is the 16<sup>th</sup>. C&I members agreed. The Policy Subcommittee and Performance Standards Subcommittee will also meet that day.

**NEXT MEETING DATE:      Wednesday, April 16, 2002**  
**10:00 AM**  
**Meeting location to be announced**  
**Madison**